



Licensed Child Caring Agency Site Visit Report Adoption Agency

Licensee: America World Adoption Association (AWAA) - Oregon

Date of Site Visit: October 19, 2022

Board Chairperson: Michael Shafran, Jr.

Director of Social Services: Deborah Vermillion

Licensing Coordinator: Tom Heidt with Holly Ivey

Other regulatory or accrediting agencies:

AWAA's Corporate Office is in McLean, Virginia and the agency is licensed in twenty states.

AWAA is Hague accredited by the Intercountry Adoption Accreditation and Maintenance Entity (IAMME) through September 13, 2025. Future accreditation will be done by the Center of Excellence in Adoption Services (CEAS).

Program Compliance:

The program was found to be compliant or will be compliant with:

[OAR 413-215-0001 to 0136](#) Licensing Umbrella rules

[OAR 413-215-0401 to 0481](#) Licensing Adoption Agencies

Personnel records were reviewed and compliance with required background checks was documented for the employees in the program.

Type of Adoptions provided:Domestic (Indy/Private) XSNAC (DHS Foster Adopt) International (Hague) X**Program Description:**

AWAA-Oregon is an independent affiliate office of America World Adoption Association of McLean, Virginia. The program was founded and licensed in December of 2006. AWAA-Oregon has two staff and is a private, non-profit adoption agency which provides home studies and post placement supervision to Oregon families who have contracted with AWAA or other agencies to facilitate their international adoption. The agency states that their mission is “Building families according to God’s design of adoption, while caring for vulnerable children around the world. AWAA believes it is our responsibility to support families throughout the adoption process, especially the assessment phase, and to provide them with the resources which will enable them to become successful parents of an adopted child.” AWAA currently provides adoption services in China, Ecuador, Haiti, and India. They are developing a program in Columbia.

Disruptions/dissolutions in the last review period:

None.

Average daily population served – number of families currently serving:

The agency is currently serving 15 families.

Number of placements in each of the last two years:

AWAA placed one child last year and two children so far in 2022.

Program Strengths:

- AWAA is a Hague accredited agency.
- The agency has established policies and procedures that help ensure a thorough assessment of families.
- Home studies are detailed and well written.
- The agency feels they provide a high level of support and education to families both before and after placement.

Program Challenges:

- There has been a decline in applications which they attribute to COVID and the current economic situation.
- There has been a decline in placements due to families not being able to travel internationally because of COVID.
- The agency has struggled to recruit and retain staff.

Changes that have occurred in the last 2 years:

- The previous Director of Social Services voluntarily left her position, and it was difficult to locate a replacement.
- The continued decline of international adoptions
 - Nearly 23,000 children were adopted by U.S. families in 2004. That number dropped every single year with a low of only 1,622 international adoptions in 2020. In 2021, there was finally a rise for the first time in 17 years to 1,785 children, but this inflated number is only because some COVID travel bans were lifted so families were finally able to travel to pick up children they had been matched with for 1-2 years.
 - Many countries have closed to adoptions. The vast number of international adoptions have historically been through China, which closed to adoptions at the beginning of the COVID pandemic. It is unknown when or if they will open.

Lawsuits:

None.

Grievances and complaints filed in the last two years:

None.

Corrective Actions and Timeframes: Please submit the following to verify compliance.

413-215-0056 Licensing Umbrella Rules: Policies and Procedures

(2) In addition to other policies and procedures required by these rules, the policies and procedures in section (1) of this rule must include:

(a) A written policy on mandatory child abuse reporting, consistent with ORS 418.257, 418.258, 419B.005, 419B.010, and 419B.015 that includes requirements that child-caring agency employees, staff, contractors, agents, and proctor foster parents do all of the following:

(B) Receive child-caring agency-provided training on mandatory abuse reporting requirements as part of employee orientation and at least annually thereafter as described in OAR 413-215-0061.

CORRECTIVE ACTION 1: AWAA-Oregon must commit to providing training at orientation and at least annually thereafter regarding Oregon's mandatory abuse reporting requirements. A new staff received the training, but it was after their orientation period. The other two staff did not receive this training annually. This is a repeat violation.

413-215-0451 Adoption Agencies: Adoptive Home Requirements

(1) Home study. Before an adoption agency approves a family for an adoptive placement and before referring or placing a child with a family for the purpose of adoption, a social services worker must complete a written home study of the adoptive family. The home study must include all of the following:

(c) An on-site evaluation of the applicants' home to determine whether the home is in full compliance with the safety standards identified in the Safety Checklist (CF 979).

CORRECTIVE ACTION 2: AWAA-Oregon must document their safety evaluation of the applicant's home by filling out the Safety Checklist, which is form number CF 979. This form was missing in three of the four files that were reviewed.

Within 45 days of receipt of this report, the agency must submit a letter of verification indicating they are in compliance with the specific rules cited above and describing how compliance will be maintained going forward. Along with the letter of verification, the agency must submit any and all specific documentation requested in the body of this report. The letter of verification and any additional requested documents can be emailed directly to or sent by regular mail to the following address:

Tom Heidt, Licensing Coordinator
Oregon Department of Human Services
Children's Care Licensing Program
201 High Street SE, Suite 500
Salem, Oregon 97301
Phone: 503-480-4825
E-Mail: TomHeidt@DHSOHA.State.OR.US

Recommendations:

The "Prepared by" section of the agency's home studies has some language that needs to be updated in the template. It should refer to the Oregon Department of Human (not Social) Services. And we are no longer the Office of Licensing and Regulatory Oversight. It is recommended that this information be deleted, and the agency just use the Oregon Department of Human Services when referring to the regulations and licensing in Oregon.

AWAA utilizes staff training logs and has an excellent form called "Adoption Preparation and Education." A few Oregon requirements were either missing or called something a little different which initially made it difficult to verify compliance. Two forms will be sent to the agency which lists all the orientation and training requirements for both staff and prospective adoptive parents. It is recommended AWAA use these forms to document compliance or use the information to modify their existing forms to contain language that more closely matches Oregon's requirements.

Exceptions: None.

Changes in License: None.

Summary of Review					
Program and Services 413-215-0011(2)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Program and services are in scope of license	X				
Governance of the Agency 413-215-0021	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1)(a) Minimum of 5 board members	X				
(2)(f) Formally evaluate the exec. Director's performance annually	X				
(2)(g) Approves annual budget	X				
(2)(h) Obtain and review an annual independent financial review or audit of financial records.	X				
(2)(k) Written quality improvement program	X				
(2)(l) Meeting minutes	X				
Executive Director or Program Director 413-215-0021	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(3)(a) knowledge of requirements for providing care and treatment appropriate to programs	X				
(3)(g) Approval from BCU	X				
Contractors (if applicable) 413-215-0061(6)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Agency ensures the contractor meets the requirements of this rule and Chapter 413 division 215			X		
(b)(B) Contract includes the following: (i) Services provided (ii) Contractor fees (iii) Disclosure of information from contractor to agency (iv) Lines of authority (v) Adherence to rules, including background check (vi) Any liability of the agency for acts of the contractor, rights of indemnity and limitations on liability			X		

Supplemental Information Provided by CCA	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Documents as indicated on the form titled "Renewal Licensing Required Documents"	X				
Documents as indicated on form titled "Required Financial Documents and Information"	X				
All required policies and procedures as identified in the "Umbrella Rules"	X				
All required policies and procedures as identified in "Agency Type Specific Rules"	X				
Physical Plant	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
413-215-0051(1) Sufficient safe space, equipment, and office equipment	X				
413-215-0091(12) License is posted in common area at each facility	X				

Personnel Files 413-215-0061	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
Staff Name	X				
Position	X				
(3)(g) Date of Hire	X				
(3)(a) record of education, training and previous employment	X				
(1)(b) & (3)(b) reference checks completed and documented	X				
(1)(a) & (3)(c) Background check completed and documented	X				
(3)(d) Annual performance evaluations	X				
(3)(f) Record of personnel actions	X				
(3)(g) Termination date, reason for termination	X				
(3)(h) Current job description (1)(c) Employee meets minimum qualifications stated in current job description	X				
Meets the qualifications in 413-215-0416	X				

New Employee Orientation – Umbrella Requirements (30 days) 413-215-0061(4)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Agency policies and procedures	X				
(b) Ethical and professional guidelines	X				
(c) Organizational lines of authority	X				
(d) Attributes of population served	X				
(e) & (5)(a) to (c) Mandatory reporting that includes: (a) legal definition of child abuse ORS 419B.005, Oregon Laws 2016, chapter 106, section 36 (b) legal responsibility to immediately report (c) legal responsibility to report is personal to the employee		X		AWAA-Oregon must commit to providing training at orientation and at least annually thereafter regarding Oregon's mandatory abuse reporting requirements. Repeat Finding.	
(f) Privacy laws	X				
(g) Emergency procedures	X				
Ongoing Training 413-215-0421	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(2) Social services staff and contracted providers complete 10 hours minimum training on issues related to adoption	X				
(3) Social services staff and those who provide adoption services complete training in all of the following areas:	X				
(3)(a) Potential short and long term effects of prenatal exposure to alcohol, drugs, and poor nutrition	X				
(3)(b) Potential effects of separation and loss	X				
(3)(c) Process of developing emotional ties to an adoptive family	X				
(3)(d) Normal child and adolescent development	X				
(3)(e) Potential effects of physical abuse, sexual abuse, neglect, and institutionalization on the development of the child	X				
(3)(f) Potential issues of race, culture, and identity; issues of acculturation and assimilation; and if applicable, the effects of having been adopted internationally	X				

(3)(g) Emotional adjustment of adopted children and their families	X				
(3)(h) Open adoption	X				
413-215-0061(5) Mandatory reporting that includes: (a) legal definition of child abuse ORS 419B.005, Oregon Laws 2016, chapter 106, section 36 (b) legal responsibility to immediately report (c) legal responsibility to report is personal to the employee		X		AWAA-Oregon must commit to providing training at orientation and at least annually thereafter regarding Oregon's mandatory abuse reporting requirements. Repeat Finding.	
<i>Intercountry Adoptions</i> 413-215-0476(1)(d) Employees and volunteers are trained about the adoption laws and procedures of sending country.	X				
Comments: A new staff received training on Mandatory Reporting, but it was after their orientation period. The other two staff did not receive this training annually. This is a repeat violation.					

Adoption Files Compliance	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
413-215-0431(3) Adoption records are permanently retained and stored in a fire-retardant, locked location.	X				
Name of Family	X				
Orientation (before approving of home study) 413-215-0446(2)	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(a) Adoption program, policies and procedures	X				
(b) Needs and characteristics of children available	X				
(c) Attachment, separation, and loss issues	X				
(d) Importance of cultural and ethnic identity to the child	X				
(e) Effects of adoption on child and family	X				
(f) Adoption process	X				
(g) Rights and responsibilities of adoptive family and agency	X				

(h) Information on potential risks and challenges	X				
(i) Pre-placement, placement, and post-legal adoption services and resources	X				
Training	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
413-215-0451(3)(a) 6 hour minimum pre-adoptive training and education before home study	X				
413-215-0456(1) 10 hours documented orientation and training independent of home study and covers the following:	X				
(a) Possible short and long term effects of prenatal exposure to alcohol, drugs and poor nutrition	X				
(b) Effects of separation and loss	X				
(c) Process of developing emotional ties to an adoptive family	X				
(d) Normal child and adolescent development	X				
(e) Research on potential effect on child's development from physical abuse, sexual abuse, neglect, institutionalization, and multiple caregivers	X				
(f) Issues related to race, culture, and identity	X				
(g) Acculturation, assimilation, and if applicable, effects of international adoption	X				
(h) Emotional adjustment of adopted children and their families	X				
(i) Intercountry adoption (if applicable)	X				
(2) Documented reasonable efforts to prepare prospective parents for each child under consideration <i>before</i> the earliest of the following; (a) child is placed (b) travel to child's country for purpose of adoption	X				
(3) Appropriate methods of training used	X				
(4)(a) Agency provided detailed written information on the following subjects:					
(A) Resources for financial support	X				
(B) Medical assistance availability	X				
(C) Support services	X				

(D) Identification of organization or individual who will be involved in proposed placement	X				
(E) Potential ramifications of a failure of birth	X				
Home Study 413-215-0451	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1)(a) Individual interviews completed with each household member	X				
(1)(b) Joint interview with couple (if applicable)	X				
(1)(c) On-site evaluation of home and compliance with CF979		X		AWAA-Oregon must document their safety evaluation of the applicant's home by filling out the Safety Checklist, which is form number CF 979.	
(2)Written Home Study includes all of the following:					
(a) Dates and places of interviews	X				
(b) Identity of each child to be considered for placement (if known)	X				
(c) Motivation for adoption	X				
(d) Family's plan for honoring ethnic and cultural heritage	X				
(e) Education or training needs	X				
(f) Need for support services and description of current support system	X				
(g) Life experiences and challenges	X				
(h) Marriage status or relationship	X				
(i) Names and ages of children in home	X				
(j) Names and ages of children not living in the home	X				
(k) Parenting skills and values	X				
(l) Lifestyle	X				
(m) Home and community	X				
(n) Health	X				
(o) Religion or spiritual beliefs	X				
(p) Employment and finances	X				
(q) Safety information and safety issues	X				
(r) Minimum 4 references - not related	X				
(s) Compliance with background check rules	X				
(t) Release of information	X				
(u) Background check from every state lived in for last 5 years	X				
(v) Background check from every country lived in last 5 years	X				

(w) Assessment of all information gathered and recommendations	X				
(x) Signed approval or denial by social services supervisor to use home for adoption	X				
413-215-0461 Pre-placement evaluation	X				
INTERCOUNTRY ADOPTIONS 413-215-0476	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1) In <u>compliance with foreign law</u> and makes reasonable efforts to learn and understand requirements in sending country	X				
(2) <u>Compliance by foreign representatives</u> (if applicable) Reasonable efforts are made to ensure: (a) Compliance with laws and procedures of sending country (b) Licensed or otherwise authorized (c) Does not engage in practices that are not in best interests of child or exploitation, trafficking of children (d) No pattern of licensing suspensions or sanctions (e)&(f) Full disclosure	X				
(3) <u>Pre-placement determination of compliance</u> . Authorized service or person has certified that: (a) Child is qualified for adoption (b) Necessary consents and determination made that placement in best interests of child (c) Proper emigration and immigration permits (d) Child's social and medical history or reasons why it could not be obtained	X				
(4) <u>Child information requirements</u> (reasonable efforts made) (a) Date the authority in sending country took custody and reasons why child in custody (b) Child's history (c) Information on child's immediate family (d) Information on child's cultural, racial, religious, ethnic, and linguistic background (e) Child's medical information	X				

(f) Videotapes and photographs of child (date) (g) Health risks specific to region or country where child resides					
(5) Information in section (4) is provided to prospective adoptive parents at least 2 weeks before adoption or placement for adoption, or date which the prospective adoptive parents travel to sending country to complete adoption procedures	X				
(6) The file documents all of the following: (a) Efforts of the agency to obtain the information (b) Reasons why agency was not able to obtain information (c) All communications with prospective adoptive parents (contents, dates, manner information was provided)	X				
(7) <u>Post placement and post-legalization</u> (a) Ensure appropriate measures to transfer child (b) Post placement reports (c) Home visit (1-4 months) documented in the post placement report (d) Original post-placement report is filed with the court and forwarded to the department (e) Parents are informed of other available post-placement services and resources (f) Adoption not finalized in sending country; (A) agency monitors and supervises placement, (B) informs importance of finalizing in U.S. and (C) advise parents means of obtaining proof of citizenship and SSN	X				
413-215-0481 Prior to placing a child in another country, reasonable efforts are made to search for prospective adoptive parents in the U.S.	X				
Comments: The Safety Checklist (CF 979) was missing in all but one of the files that were reviewed.					

Adoption Finalization 413-215-0471	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1) Documents required for filing with court are promptly provided to adoptive family or attorney	X				
(2) Agency promptly files all required documents with the court	X				

Records and Documentation 413-215-0071	Yes	No	N/A	Corrective Actions/Comments	Corrective Action Completed
(1) Stored safely	X				
(2) Permanent, legible, dated, and signed	X				
(3)&(4) Uniform in organization, readily identifiable and accessible, current, and complete, containing all required info. No eraser tape or white out.	X				
(7) Permanent registry of each child	X				

Licensing Coordinator's Signature: Tom Heidt

Date: 11-23-2022

Manager Review: Hy Gil

Date: 11-17-2022